

**ENGLISH**

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# **User's Guide**

**CE**

## **EZ Rider**

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### **Upright Chair**



**READ INSTRUCTIONS BEFORE USING**

SAVE THIS BOOK FOR FUTURE REFERENCE

 **Convoaid**

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# Customer Service Support

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Technical assistance or repair information hours are:

Monday-Friday, 7 a.m. to 5 p.m. PST

## Before Calling:

**Please fill in the following information. Customer Service will be able to help you more quickly if you have the exact information indicated.**

**Serial number of chair:** \_\_\_\_\_

**Model of chair:** \_\_\_\_\_

**Date purchased:** \_\_\_\_\_

**Dealer name:** \_\_\_\_\_

## Notice:

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Use only Convaid accessories and parts on Convaid products. Convaid parts are not interchangeable with other manufacturers' products. Replace any worn parts immediately.

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# ***Table of Contents***

**Setting Up**

Unpacking the chair .....	1
Warnings .....	2
Unfolding EZ Rider .....	3
Installing convertible wheels .....	4
Folding EZ Rider models .....	4

**Fitting Guide**

Seat back height .....	5
Seat width .....	5
Seat depth .....	6
Seat depth tube replacement .....	6
Attaching support strap for seat depth extension tubes .....	7
Two-piece seat .....	7

**Wheels**

Quick release wheels .....	8
Anti-shimmy .....	8
Locking and unlocking .....	9

**Operating Instructions**

Three-point positioning belt .....	10
H-harness with padded covers .....	11
Depth adjustable crotch strap .....	11
Footplate height adjustment .....	12
Angle adjustable footplates .....	13
Foot positioners .....	14
Footplate securing strap .....	14
Footplate depth adjustment .....	14
Caster locks .....	15
Calf panel .....	15
Additional Accessories:	
Swing-away lateral support .....	16
Full torso swing-away vest support .....	20
Lateral thigh support (adductor) .....	20
Medial thigh support (abductor) .....	20
Padded headwings .....	21
Headrest extension .....	21
Height adjustable flip-up armrests .....	22
Occi headwing .....	22
5 point harness .....	23
Seat cushions .....	25

**Accessories**

Upper extremity support surface (Tray) .....	27
Convertible surface (Tray) .....	27
Headrest cover (Canopy) .....	28
Heavy duty reinforced upholstery .....	29
Reducer seat insert .....	29
Rear anti-tip tubes .....	29
Utility bag .....	30
Foam tray .....	30

**Transit Models**

Bus transport models .....	31
----------------------------	----

**Miscellaneous**

Fabric removal .....	32
Adjustable tension back .....	32

**Planar Options**

Planar adjustments .....	33
--------------------------	----

**Important Information**

Maintenance, operating and safety instructions .....	38
Warranty .....	Back cover



EZ Rider



EZ Rider Planar



Convertible



Convertible Planar

# ***Unpacking***

## **Unpacking the Chair**

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Check to see that the following items are included with the chair:

- Left and right footplates
- Accessories as ordered
- Hex wrench (5/32)

# Warnings

## Read Before Use

---

 CAUTION: Keep fingers free of folding mechanism when folding the chair.

 CAUTION: Pull wheel in opposite direction of attachment to ensure axle is properly attached to frame when mounting convertible wheels.

 CAUTION: To prevent injury, keep hands clear of moving structure during folding.

 CAUTION: Always secure user with belt first, before making any other adjustments.

 CAUTION: Keep fingers away from moving parts when installing/removing Headrest cover (canopy).

 CAUTION: Convaid belts and shoulder straps are for positioning only and are not to be used as a vehicle restraint.

**Note:** Tray, storage basket, and canopy must be removed during transport in bus or van, except when medically necessary.

**Note:** Convaid recommends the use of all Transit Required Accessories during transportation in a motor vehicle; which include the H-harness with 3-point pelvic belt (used for positioning), Headrest Extension, and Foot Positioners.

 CAUTION: Ensure the wheels are installed properly. You will hear a "click" when wheel locks into place.

 CAUTION:

- For increased safety, the seat belt should be used at all times.
- Do not leave user unattended.
- Do not strap user too tight.
- Straps should not interfere with breathing or circulation.
- Always apply wheel locks before letting go of the chair.
- If front edge of seat is at or forward of the point where tires touch the floor, avoid using front of seat tubes for support during entry or exit from chair to prevent tipping.
- Avoid using footplates for weight support during exit or entry of the chair.

# ***Set-up and Adjustments***

## **Unfolding EZ Rider Models**



Fig.1



Fig.2



Fig.3



**Caution:**  
Keep  
fingers  
free of  
folding  
mechanism.



Fig.4A



Fig.4B

# Installing Convertible Large Wheels

1. To install wheels, lift frame at rear legs.
2. Depress button on quick release axle.
3. Push wheel axle into the axle housing on frame until a click is heard. **Fig. 5**



**Caution: Pull wheel in opposite direction of attachment to ensure axle is properly attached to frame.**



Fig.5

## Folding

1. Flip footplates to side.
2. Flip back armrests. (When on chair)
3. Unlock brace by pulling upward on brace. **Fig. 6**
4. Grasp one handle and pull up on center of seat. **Fig. 7**
5. Lay chair flat with seat facing upward. Push on seat tubes to complete fold.



**Convertible Note:**  
The large rear wheels on the Convertible must be removed before folding.



**Caution: To prevent injury, keep hands clear of moving structure during folding.**



Fig.6



Fig.7

## Locking

To keep chair folded, rotate locking bar over front legs.  
**Fig. 8**



Fig.8

## Carrying

When carrying or lifting chair, grasp the foam handle near locking bar.

# Fitting Guide

Convaid's lightweight, folding chairs are designed to be more than just a convenient chair. Order the correct size chair by first determining the user's height, weight and seating measurements. Properly-fitted, Convaid chairs will provide years of comfortable use. As your child grows, refer back to this Fitting Guide to adjust the dimensions of the chair.

Correct seating and positioning encourages good posture, which in turn aids circulation, breathing and digestion. Please take the time to properly adjust the chair to fit the user. If the user is not correctly positioned, check the accessories section of this manual to see if one or more of our accessories would help to facilitate posture or consult a physical therapist. Improper seating can cause problems. Please consult a physical therapist or doctor for additional guidance.

## Seat Back Height



**Fig.9**

Seat back height varies according to chair type and seatwidth. Headrest extensions are available when extra height is needed to support the head.

To determine the seat back height, measure from the seat to the top of the shoulder or the upper part of the head.

**Fig. 9**



**Fig.10**

## Seat Width

Proper seat width enables the user to sit comfortably and prevents problems from developing. While user is seated on a flat surface, measure from hip to hip. **Fig.10**

The user should have enough room to prevent hips and thighs from rubbing against the frame. However, the chair should not be too wide or the user will slide around and posture could be affected.

The seat width measurement for the EZ Rider, is taken from the actual seat width.

## Seat Depth

Measure from the most posterior portion of the buttocks to the back of the knee. Subtract from that measurement 1-2" to allow adequate clearance between the seat and the back of the knee.

**Fig. 11**



**Fig.11**

To change seat depth, partially fold the chair to relieve fabric tension. Undo the Velcro® back panel of the two piece seat. Grasp end of seat tube, depress spring button and move seat tube until spring button relocates into the desired hole. Repeat for other side of seat. **Fig. 12**



**Fig.12**

## Seat Depth Tube Replacement

1. To change seat tubes or remove the seat tubes, press grey detent pin. To install new seat tubes, press grey detent pin and release when desired setting is achieved. Repeat for opposite side.

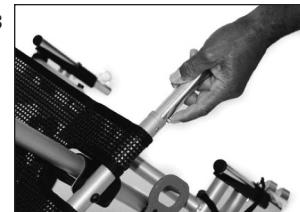
**Fig. 13 & 14**

2. Reinstall fabric. Repeat for opposite side.

Planars EZ and Convertible

3. Align the Velcro strips on the bottom of the planar cushion with the Velcro on the fabric seat and push downwards.
4. On each side, wrap the straps attached to the planar seat cushion around the chair side frame and buckle.

**Fig.13**



**Fig.14**



# Attaching Support Strap for Seat Extension Tubes

1. Remove Seat Upholstery. **Fig. A & B**
2. Change and Install Seat Depth Tubes.  
Press grey detent pin and move Seat Depth Tube to desire setting. **Fig. C**
3. Install Support Strap. Note: Make sure rough, shiny side of strap is facing out. **Fig. D-G**
4. Install Seat Upholstery. **Fig. H**



A



B



C



D



E



F



G



H

## FOR TEXTILENE UPHOLSTERY:

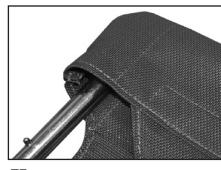
Make sure the seat depth tube inserts into the black web loop located on the inside corner of the textilene upholstery.

**Fig. I-K**

I



J



K

## Please Note:

Do not use black web loop on the shortest adjustment of the small seat depth tubes.

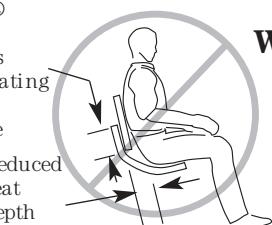
## Two-Piece Seat

The lower seat panel is attached to the back panel with Velcro®. It is used to take up slack in the seat panel after seat depth adjustments have been made. **Fig. 15, 16 & 17**

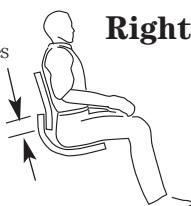


Fig. 15

Excessive Velcro® overlap lifts seat fabric and pushes hips forward, creating poor posture and reducing effective seat depth.

**Fig. 16****Wrong**

Correct Velcro® adjustment provides room for hips, and makes greater use of seat depth.

**Fig. 17****Right**

# Wheel Locks

## Quick Release Wheels

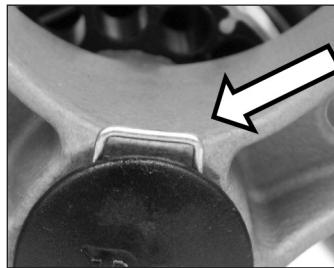
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### TIRE REMOVAL

1. To remove, press down and hold the Rear Wheel Locking Pin. Grasp wheel and pull.
2. No tools are required to remove tire.



A



B Rear Wheel Locking Pin



C

### TIRE INSTALLATION

**!** Caution: Ensure the wheels are installed properly. You will hear a "click" when wheel locks into place.

1. To install, slide wheel onto rear axle and push with ball of hand until it clicks into place.



D



E

## Anti-Shimmy

---

If the front wheels develop a shimmy, use a wrench to tighten the stem nut. Adjust the stem nut clockwise until the shimmy disappears.

**Fig. F**



F

## Locking and Unlocking

Convaid manufactures two types of wheel locks: hand operated and foot operated. Check to see which type of wheel locks are on your chair.

### Foot Operated Wheel Locks



**To lock:**  
Lift upward  
on wheel lock



**To release  
lock:**  
Press  
downward  
on wheel lock

### Convertible Model Only

#### Hand Wheel Locks



**To lock:**  
Pull down  
on handle.



**To  
release  
lock:**  
Pull up  
on handle.

## Convertible Brake

To initiate the break, push the lever towards the convertible wheels and press down.

### Fig. A

To release the break, pull up the lever away from the wheels. **Fig. B**



A



B

# ***Operating Instructions***

## **Three-Point Positioning Belt**

---

The three-point positioning belt is optional with every Convaid chair (except the Convertible, which has a 2-point belt). Adjust the belt so the user stays securely in position. The quick-release buckle is attached to the crotch strap, and joins the crotch strap to both belts.

### **To Buckle:**

Slip the metal clasps on the belt strap into the sides of the buckle. **Fig. 18**

### **To Release:**

Press the grey button on the buckle and pull out the clasps. **Fig. 18**



**Fig.18**

**Caution: Always secure user with belt first, before making any other adjustments.**



## H-Harness with Padded Covers

H-harness shoulder straps help the user retain upright trunk position. To adjust, insert the bolt at the end of the strap through the grommet hole in the seat back. Grommet choice should be level with or higher than the top of the shoulders.

Choose a hole that will keep the user secure without the strap rubbing against the face or neck. Secure the strap with the threaded knob. **Fig. 19 & 20**

Shoulder pads for the H-harness are standard. The pads come equipped with a snap buckle for easy attachment. **Fig. 21**



Fig.19



Fig.20



Fig.21

## Depth Adjustable Crotch Strap

The crotch strap can be adjusted by threading the strap through the desired slot. **Fig. 22**



Fig.22

# Footplate Height Adjustment

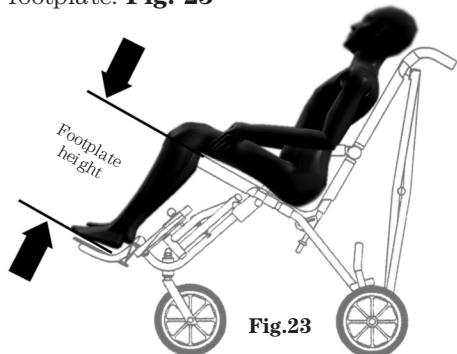
Seat-to-footplate height is measured from the back of the knee to the bottom of the heel. Feet or heels should rest comfortably on top of footplate. **Fig. 23**

All Convaid footplates are height adjustable.

Footplates swing away for access or folding.



**Fig.24**



**Fig.23**

Pull on ring to remove metal pin holding footplate in place. Move footplate up or down, realign holes and replace pin through holes in tube. **Fig.24**

## Additional Footplate Height Adjustment

In the event that the footplate height adjustment described above is inadequate, additional adjustments can be made.

1. Pull out metal pin and remove the footplate extension tube from the frame. **Fig. 25**
2. Press the detent button, then pull the foot plate assembly apart. **Fig. 26**
3. Insert the footplate into the opposite end of the footplate extension and re-assemble. **Fig. 27**



**Fig.25**



**Fig.26**



**Fig.27**

For additional range:

4. Using a hex wrench (included), remove both bolts from the housing bracket on the frame. Flip the bracket upside down and replace bolts. **Fig. 28 & 29**
5. Return the footplate extension tube to the housing bracket and secure with metal pin. **Fig. 30**



Fig.28

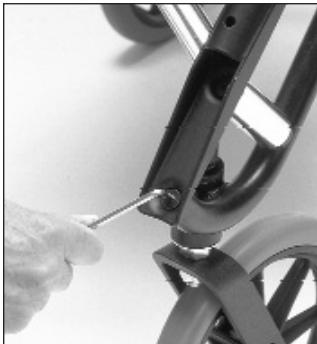


Fig.29



Fig.30

## Angle Adjustable Footplates

Angle adjustable footplates can be moved fore and aft, sideways, and rotated vertically and horizontally. To adjust the angle, loosen the bolts on the footplate and move to desired position. Retighten the bolts. **Fig. 31 - Fig. 35**



Fig.31



Fig.32



Fig.33



Fig.34



Fig.35

## Foot Positioners

Foot Positioners may be criss-crossed over the foot to secure the whole foot **Fig. 36** or can be converted into simple ankle straps. To attach foot positioner, thread strap through footplate as shown in **Fig. 37 & 38**, then bolt strap to underside of footplate.



Foot Positioner Fig.36



Fig.37



Fig.38

## Footplate Securement Strap

The securement strap holds individual footplates together to prevent them from flipping up and down. To secure the footplates, buckle the left and right strap together. **Fig. 39**



Fig.39

## Footplate Depth Adjustment

All EZ Rider chairs offer adjustable footplate depth.

Use the hex wrench to loosen the two bolts located on the top of the footplate.

Slide footplate forward or rearward to desired depth. Retighten bolts. **Fig. 40**



Fig.40

## Caster Locks

Caster locks hold the swivel wheels in a forward facing position to prevent the wheels from turning side to side. (For 2" wide tires only)

**Fig. 41**



**Fig.41**

## Calf Panel

Calf Panel provides support to the lower legs to give additional comfort, support and pressure relief.

**Fig. 42**



**Fig.42**

## Additional Accessories

Convaid offers a wide variety of accessories to help properly position the user.



**Note:** Convaid's chairs provide a semi-contour fit around the body. The user must be fitted correctly into the chair to achieve optimal posture and comfort.

### Swing-Away Lateral Support with Scoliosis Strap

#### Single Flap

Adjustable trunk support stabilizes the trunk and maintains mid-line positioning. It can be pulled to one side for scoliosis correction if used with scoliosis strap. Scoliosis strap comes standard with all trunk supports. **Fig. 43**



Fig.43



Fig.44

The trunk support is attached to the chair with straps that wrap behind the seat back and connect with Velcro®. **Fig. 44**

Support is achieved by pulling each triangular flap toward the appropriate side, then securing it by wrapping the strap around the frame and attaching with Velcro®. The two flaps can also be wrapped around the child's torso and joined in the middle.

#### Double Flap

One set of triangular flaps locates the midline positioning. The second set of flaps wrap around the trunk for stabilization. The scoliosis strap can be used to pull the torso to either side. **Fig. 45**



Fig.45

## Attaching Lateral Trunk Support Single Flap

1. Attach the Lateral Trunk Support to the chair by wrapping the two rear straps around the back of the chair and securing with Velcro®.
2. Attach the single flap, by wrapping the strap on the left flap around the side tubing of the frame, and securing with Velcro® (repeat steps on opposite side)
3. Thread the scoliosis strap through the plastic loop on the left flap, back through the plastic loop on the opposite end of the strap, and pull tight.
4. Bring the scoliosis strap across the chest, thread it through the plastic loop on opposite flap, and fasten with Velcro®.

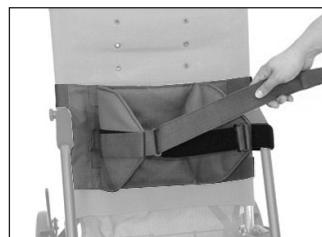


**Note: The Lateral Trunk Support - Single Flap can be used to support either the left or right side of the trunk.**

- To support the right side of the trunk, attach the support to the chair with the double-sided Velcro® strap on the left side. Detach the strap on the right flap from the tubing, and tighten scoliosis strap until desired trunk positioning is obtained.
- To support the left side of the trunk, attach the support to the chair with the double-sided Velcro® strap on the right side. Detach the strap on the left flap from the tubing, and tighten scoliosis strap until desired trunk positioning is obtained.



A



B



C



D



E



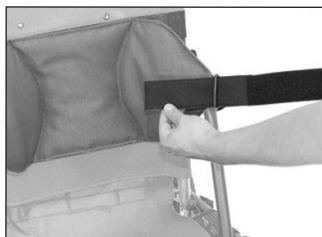
F



G



H



I



J

## Attaching Lateral Trunk Support Double Flap

The Double Flap Lateral Trunk Support brings the trunk to midline position.

- The Inner flaps mobilize the trunk.
- The Outer flaps centralize the trunk and keep the arms in the front of the chair.
- The Scoliosis strap aligns the spine.

1. Attach the Lateral Trunk Support to the chair by wrapping the two rear straps around the back of the chair and securing with Velcro®.
- 2 .To attach the double flap, wrap the strap on the left-hand outer flap around the side tubing of the frame and secure with Velcro®.
3. Thread the strap on the left-hand inner flap into the plastic loop on the outer flap working from front to back.
4. Adjust and secure strap. (Repeat steps 3 and 4 on right-hand flap.)
5. Bring the long scoliosis strap through the plastic loop on the inner flap on the right-hand side and across the chest.
6. Thread the strap through the plastic loop on the inner flap on the left-hand side.
7. Fasten the strap with Velcro®.
8. If additional tightness is desired, pull the scoliosis strap further and Velcro® it beyond the inner flap.

 **Note:** The Lateral Trunk Support - Double Flap can be used to support either the left or right side of the trunk.

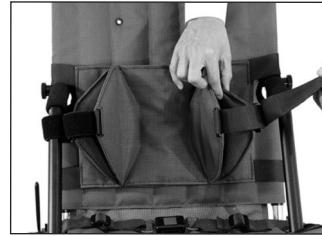
- To support the right side of the trunk, attach the Support to the chair with the double-sided Velcro® strap on the right.
- To support the left side of the trunk, attach the Support to the chair with the double-sided Velcro® strap on the left.



A



B



C



D



E



F



G



H



I

## Full Torso Swing-Away Support Vest

An adjustable support vest keeps the user in place comfortably and securely. It helps to maintain mid-line seating position and prevents forward slumping. The vest is attached to the chair with straps that wrap around the seat back and connect with Velcro®, and shoulder straps that screw into the seat back. Adjust the side straps for proper fit. **Fig. 46**



Fig.46

## Lateral Thigh Support (Adductor)

Pulls thighs together, improving hip alignment and stabilizing seating position. The degree of adduction can be varied and can favor one side. Fold the adductor flaps over the thighs, wrap the straps under and around the armrest tube and attach with buckle. **Fig. 47**

The adductor is attached with screws at the end of the seat tubes.



Fig.47

## Medial Thigh Support (Abductor)

Separates the thighs to improve hip alignment and stabilize sitting posture. Degree of abduction can be varied and can favor one side. The abductor flaps wrap over the user's thighs from the inside to the outside. The straps buckle around the seat tube or the armrest. They can also be wrapped around the armrest tube twice for high tone children. **Fig. 48**

The abductor is attached with screws at the end of the seat tubes.



Fig.48

## Padded Headwings

Adjustable padded headwings provide soft foam support for midline positioning.

**Fig. 49** The padded headwings can be attached at any height by wrapping the Velcro® straps around the frame and attaching at the back of the chair. Secure headwings by tying laces through the grommet holes in the back of the seat fabric or headrest extension. **Fig. 50**



Fig. 49



Fig. 50

## Headrest Extension

The headrest extension fits easily into the sockets on the seat back. Fold chair slightly. Move rubber grommets on the mounting posts to adjust the height of the seat back extension. **Fig. 51 & 52**

**Note:**  
To reduce the possibility of injury, the headrest extension must be used with transit models.

### Cordura Headrest Extension



Fig. 51A



Fig. 51B

### Textilene Headrest Extension



Fig. 52A



Fig. 52B

## Height Adjustable Flip-Up Armrests

The height adjustable flip-up armrests provide added support and positioning. The armrests “flip-up” out of the way for easy access into the chair, and adjust in height for added comfort. **Fig. 53**

To attach or adjust the height of the armrests, remove the two screws from each bracket, adjust the bracket to the desired height, and reinsert the screws. **Fig. 54**



Fig. 53

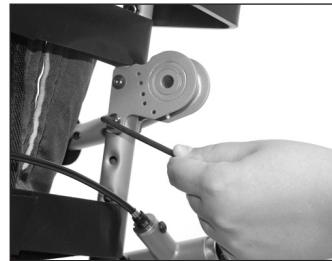


Fig. 54

## Occi Headwing

Occi Headwing supports and positions the head at the occipital area. This headrest provides added comfort, allows side to side head movement without obstruction, and does not block the individual's ears and line of vision.

The Occi headwing can be attached at any height. Secure headwing by tying laces through the grommet holes at the back of the seat fabric or headrest extension.

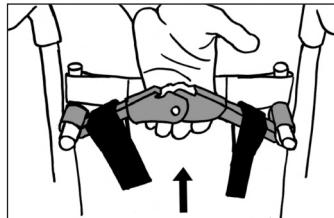


# 5-Point Harness

## ADJUSTING THE STRAPS

1. Release the Rear Lock Brace by lifting up on the center of brace **A**.
2. Press in the silver snap button on the Rear Lock Brace **B** and **C** then pull the lock brace off of the housing **D**.
3. Pull shoulder strap through the upholstery, reposition to the desired height, and reinsert it back through the seat upholstery **E**. Slide the shoulder harness loop on to the Rear Lock Brace **F**.

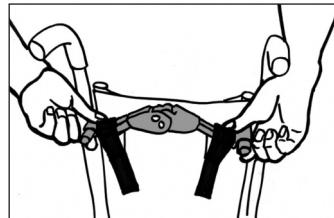
**Note:** The shoulder straps should be positioned in slots that are slightly above the shoulders of the child, and as the child grows, they should be moved to maintain a height above the shoulder level.



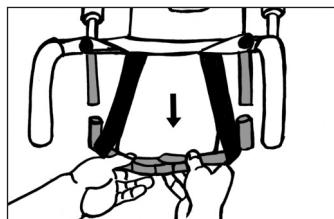
A



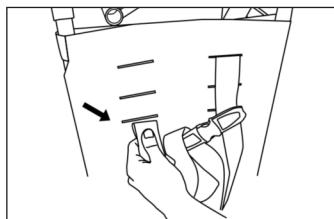
B



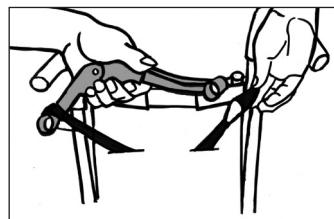
C



D

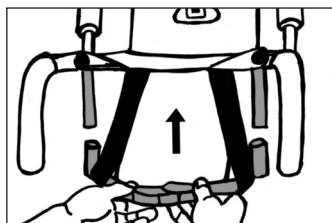


E

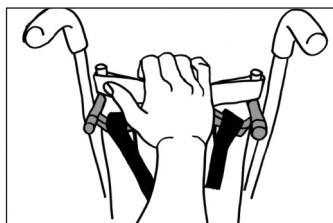


F

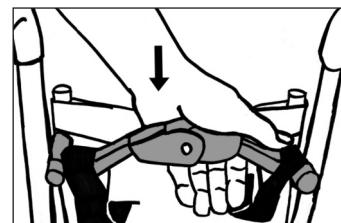
4. Reinsert the Lock Brace onto the housing **G** by pushing it with the palm of your hand **H**. Lock the Rear Lock Brace by pressing down on the Rear Lock Brace **I**.



**G**



**H**



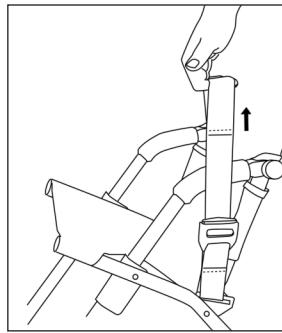
**I**

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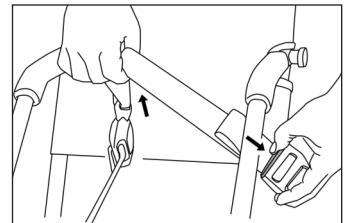
## ADJUSTING THE PELVIC BELT STRAP

### To Tighten:

Tighten the pelvic belt straps by pulling on the loop located at the end of the strap **A**.



**A**



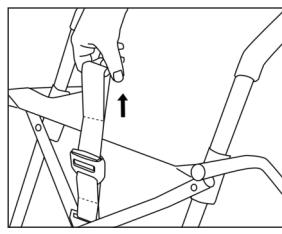
**B**

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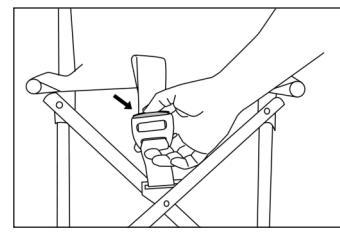
## ADJUSTING THE CROTCH STRAP

### To Tighten:

Tighten the Crotch Strap by pulling on the loop located at the end of the strap **A**.



**A**



**B**

### To Loosen :

Loosen the Crotch Strap by pushing the gray button on the Strap Adjustment Lock and pulling **B**.

## Seat Cushions

### Support: General Use Cushion

Flat foam with wooden insert **Fig. 55**

- Promotes stability and posture control and provides comfort for the user.
- Waterfall front eliminates pressure points at the back of the knees.



**Fig. 55**

### Position: Medial Thigh Support and Anti-Thrust Cushion

Contoured foam with wooden insert **Fig. 56**

- Medial thigh support helps position the legs out of adduction and into better alignment, which can provide for improved weight-bearing balance and stability.
- When used with a lap belt, the 1" anti-thrust shelf in front of the ischials helps eliminate sliding or thrusting forward of the pelvis. This provides improved stability and reduces sacral sitting.



**Fig. 56**

### Align: Lateral Pelvis and Lateral Thigh Support Cushion

Contoured foam with wooden insert **Fig. 57**

- Contoured edges provide lateral, pelvic and thigh positioning to reduce lateral movement of the pelvis and improve lower extremity stability.
- Increased surface contact for better weight distribution.



**Fig. 57**

## Fitting

---

The fitting of the cushion should be done by a clinician. When fitted correctly, the cushion will help provide stable support and promote good posture. Consult your clinician for questions regarding individual needs.

Select the cushion size to match the seat width and depth of the chair. Measure the distance between the back of the buttocks and the back of the knees. Subtract 1-2" to allow for adequate clearance between the seat and the back of the knees.

1. Apply wheel locks. Never leave occupied chair unattended.
2. With the material identification tag towards the rear of the chair, place the cushion onto the seat upholstery. Line up the Velcro® straps to secure the cushion in place. Front end of cushion should line up with the front edge of the seat upholstery. Position the hips of the occupant to the back of the seat. The ischials (seat bones) should be centered on the seat well of the cushion. Use positioning belt to buckle occupant into the chair.
3. Adjust the wheelchair footrest height so that the user's legs rest firmly but comfortably on the cushion. Proper footrest adjustment will enhance sitting comfort and help lower peak sitting pressures. If applicable, re-adjust armrest height and lateral trunk supports.

## Caution

---

The height and weight of the occupant, in conjunction with a seat cushion, may affect the center of gravity and cause the wheelchair to become unstable, potentially resulting in injury. Prior to use, assess the stability of the wheelchair by sitting in it with the cushion attached.

Ensure the cushion's Velcro® is in good condition and is aligned properly with the Velcro on the wheelchair seat. Make sure the cushion is firmly attached. An improperly attached cushion may cause sliding, potentially resulting in injury.

Changes in the user's condition or growth, weight or changes in wheelchair equipment or accessories may require reassessment by a clinician to ensure proper cushion fit and suitability. Skin should be constantly checked by the user's caregiver for any signs of reddened areas or skin sensitivity. These areas should be brought to the attention of your clinician. The clinician should also assist you with assessing the cushion for any possible areas that have bottomed out.

# Accessories

## Upper Extremity Support Surface (Tray)

The trays are great for feeding and for trunk stabilization. They feature a safety lip and are easy to clean.

1. Depress spring button on underside of armrest until tray mount tube pops out.
2. Grasp tray mount and extend until locked into position. **Fig. 58**
3. While holding the tray with both hands, squeeze black handles and slide onto ends of tray mount. **Fig. 59 & 60**
4. When returning tray mount tube inside, maintain alignment of indent button in order to secure indent button into correct hole.



Fig. 58



Fig. 59A



Fig. 59B



Fig. 60A



Fig. 60B

### Convertible Model Only

1. Attach one side of the tray by hooking the black metal hook around the armrest tube. **Fig. A**
2. Grasp the hook bar on the opposite side of the tray, pull out and attach the hook around the armrest tube. **Fig. B**
3. The tray should rest securely on armrest tubes. **Fig. C & D**



A



B



C



D

# Headrest Cover (Canopy)

## ATTACHING CANOPY

1. Remove Canopy from box. **(A)**
2. Align plastic Canopy Retaining Clips with upper tubing on back of the chair. **(B)** Push on clips with the ball of your hand until they snap into place. **(C)**
- !** **Caution: Keep fingers away from moving parts.**
3. To open, grasp top of Canopy and push forward and rotate downward. **(D-F)**
4. To close the Rear Flap of Canopy, attach the Velcro strap to Velcro receiving patch on the edge of the Canopy Hood. **(G)**
5. To fold, repeat above steps in reverse order. **(H)**



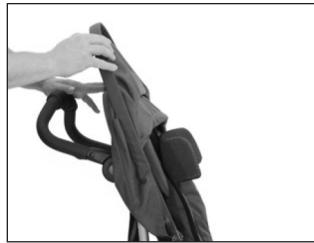
A



B



C



D



E



F



G



H

## Heavy-Duty Reinforced Upholstery

Heavy-duty, reinforced, padded seat and seat back come with pockets which have removable plastic stiffeners. Use when extra firmness is required. Stiffeners easily lift out of pockets for custom-forming with a heat gun.

**Fig. 61**



**Fig.61**

## Reducer Seat Insert

The Reducer Seat Insert provides proper positioning in an oversized wheelchair. This cushion easily slips into the seat of the chair to reduce the seat width 2" and the seat depth 1". The ribbed surface provides comfort and promotes airflow.

**Fig. 62**



**Fig.62**

## Rear Anti-Tip Tubes

1. To install the anti-tip tube, align the tube with the end of the square frame tubing located next to the rear wheel. **(A)**
2. Position the anti-tip tube onto the square frame tubing **(B)**, and push until the "release button" pops through the hole located on the anti-tip tube. **(C)**
3. Repeat steps 1 & 2 for opposite side.
4. To remove the Anti-Tip Tubes, perform above steps in reverse order.



**A**

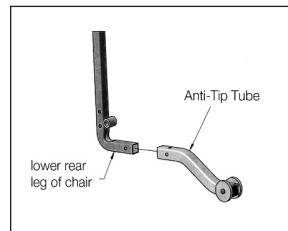


**B**

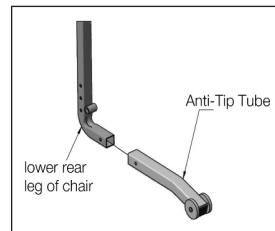


**C**

See diagram below for how to configure Anti-Tip Tube for your specific size



**EZ 12 & 14**



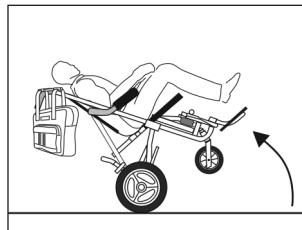
**EZ 16 & 18**

## Utility Bag

The Utility Bag attaches to the back of the chair, but can be removed and converted to a tote bag. **Fig. 63 & 64**

### To attach:

1. Hook clasps onto straps.



**Caution: Do not overload bag.**



Fig.63



Fig.64

## Foam Tray

1. The Tray Armrest Securement Straps are located at the bottom of the tray. **Fig. 65**
2. Wrap the Armrest Securement Straps around the armrest and buckle. **Fig. 66**  
Note: you may have to wrap the strap around the armrest several times.
3. The Seat Securement Straps are located on each the side of the tray near the zippers. Wrap the Seat Securement Straps around the back of the chair and buckle. **Fig. 67**



Fig.65



Fig.66



Fig.67

# Transit Models

The wheelchair transport model has been crash tested and performed satisfactorily at 30 mph/20 g deceleration. Convaid conforms to RESNA WC19 standards. Dummy weights are:



**Caution:**  
**Convaid belts and shoulder straps are for positioning only and are not to be used as a vehicle restraint.**

## All EZ Riders

Model EZ12T.....66lbs / 30kg  
Model EZ14T.....100lbs / 45.5kg  
Model EZ16T.....170lbs / 77kg  
Model EZ18T.....170lbs / 77kg

To reduce possibility of injury, the headrest extension must always be used with the chair.

The following instructions should be followed to minimize impact in case of a crash:

1. Chair must be forward facing with tray and storage basket removed.
2. Use only a tested, proven and compatible 4-point wheelchair tie-down system (WTOT), and a 2- or 3-point occupant restraint system in accordance with SAE J2249.
3. The wheelchair tie-downs must be securely attached to the four red anchor points on the chair. See arrows in above photo for anchor points.
4. The occupant restraints must include a lap and shoulder belt, secured directly to the EZ Rider frame and side or roof of the vehicle.

**Note: Do not over tighten this may cause damage to the frame.**

5. All floor tie-down straps must be drawn tight in the front and the back to eliminate any forward/aft movement of the chair.
6. Wheelchair restraint manufacturers' instructions must be followed precisely to ensure intended performance.

**Note:** Tray, storage basket, canopy and oxygen tank bag must be removed during transport in bus or van, except when medically necessary.

**Note:** Convaid strongly recommends the use of all Transit Required Accessories during transportation in a motor vehicle; which include the H-harness with 3-point pelvic belt (used for positioning), Headrest Extension, and Foot Positioners.

Q'Straint, Sure-Lok, Unwin and Ortho Safe specialize in crash-tested tie-down systems and are in no way associated with Convaid.

### Q' Strain America

Tel: 1-800-987-9987  
Fax: 1-954-986-9987  
5553 Ravenswood Road #110  
Ft. Lauderdale, FL 33312, USA

### Sure-Lok

Tel: 1-866-787-3565  
Fax: 1-610-814-0644  
2501 Baglyos Circle  
Bethlehem, NJ 18020, USA

### Ortho Safe Systems, Inc.

Tel: 1-609-587-9444  
Fax: 1-609-587-6780  
PO Box 8865  
Trenton, NJ 08650, USA

### Unwin Safety Systems

Tel: +44-(0)1935-827744  
Fax: +44-(0)1935-827760  
Unwin House, The Horseshoe, Coat Road  
Martock, Somerset, TA12 6EY, UK

# Miscellaneous

## Fabric Removal

Partially fold the chair to relieve fabric tension (see fold instructions on page 4). The lower seat panel is attached to the back panel with Velcro®. Remove the seat bottom. Press grey detent pin at the end of the seat extension, and take off upholstery. **Fig. 68 & 69**

To remove the top portion of the seat, remove the Velcro® straps that attach the seat upholstery to the frame, and take off upholstery. Lift fabric off seat tubes and away from upper handles. The seat-reinforcing strap should remain on frame.

**Fig. 69 & 70**



Fig.68



Fig.69



Fig.70

## Adjustable Tension Back

1. To adjust the Tension Back, unfasten the Velcro Straps and pull to desired firmness. **Fig. A**
2. After adjustments are made, re-fasten Velcro straps. Repeat steps 1 and 2 on each set of straps. **Fig. B & C**



A



B



C

# Planar Options



EZ Rider Planar

## Attaching Planar Seat

To attach the solid planar seat:

1. Velcro® the solid seat onto the fabric seat. **Fig. 71**
2. On each side, wrap the straps attached to the seat around the chair frame and buckle. **Fig. 72**



Fig.71



Fig.72

## Attaching Planar Back

Attach the planar back by wrapping the straps around chair frame and attaching with the Velcro®.

**Fig. 73**



Fig.73

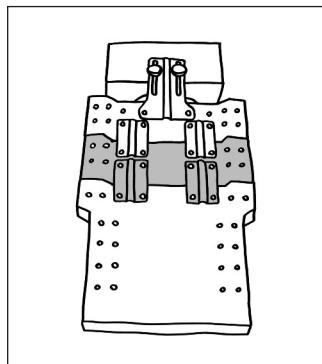
## Planar Back Adjustments

Adjust seat back height by removing/adding sections.

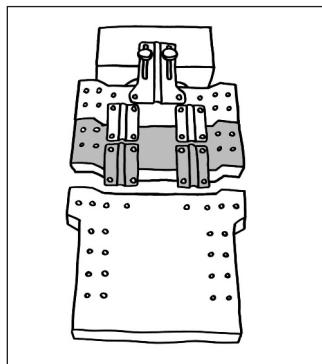
To remove a section:

1. Using an Allen wrench, remove the bottom set of screws on the lower mounting plate on the back of the unit. **Fig. A**
2. Separate the upper section from the base. **Fig. B**
3. Remove bottom set of screws from upper mounting plate. **Fig. C**
4. Remove middle section. **Fig. D**
5. Attach upper section to base section by re-inserting the screws as shown. **Fig. E**

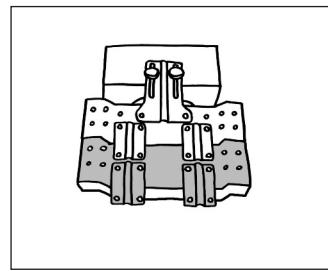
To add a section: Perform steps 1 – 5 in reverse order.



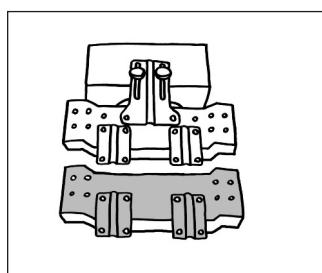
A



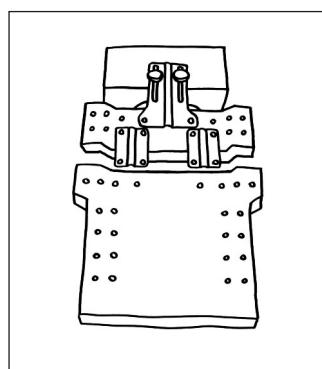
B



C



D



E

# ***Planar Positioning Options***

## **H-Harness with Padded Covers**

H-harness shoulder straps help the user retain upright trunk position. To reposition the H-harness:

Remove the Planar Back from chair. Remove the H-harness by unscrewing it from the back. **Fig. 74** Reposition the H-harness straps by placing the screw through the grommet hole on each strap and screwing it into the appropriate hole on the planar back. Bring the straps to the front of the planar back, threading between sections if necessary. Re-attach the planar back to the chair. Make any necessary adjustments to the height of the H-harness straps by moving the plastic slider up or down. After all adjustments are made, attach the H-harness to the three point positioning belt with the spring snaphook at the end of the H-harness. **Fig. 75**



Fig.74

→ **Note: Velour-covered shoulder pads for the H-harness are standard.**



Fig.75

## Adjustable Firm Lateral Thoracic Supports

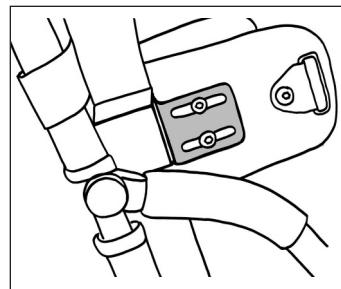
Firm laterals provide solid support for positioning the trunk. The lateral supports can be set in 3 positions:

**1. Outermost Position:** Laterals are installed at the furthest point outwards – as shipped. **Fig. A**

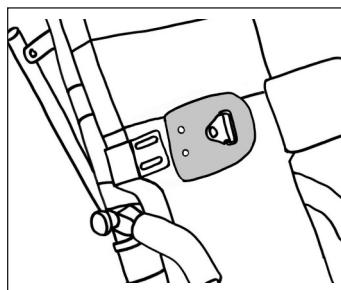
**2. Midline Position:** Use Allen wrench to unscrew the foam pad. **Fig. B** Unscrew the lateral brace and rotate it so that the short side of the brace is flat on the seat back and the long side is perpendicular to the seat as shown. **Fig. C**

Screw the lateral brace back onto the planar back.

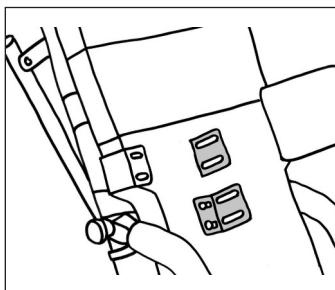
**Fig. D** Reattach the foam pad to the brace.



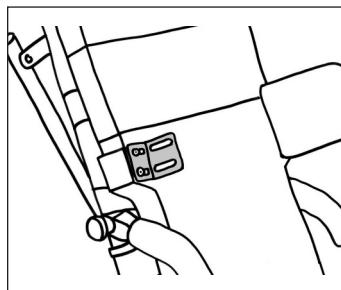
A



B



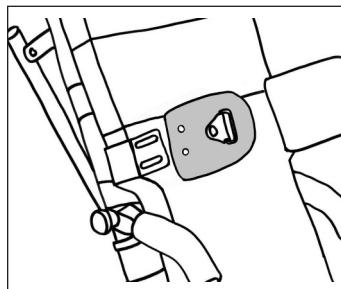
C



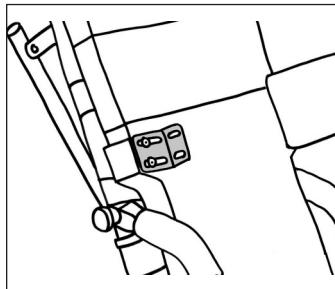
D

**3. Innermost Position:** Using Allen wrench, unscrew the foam pad. **Fig. E**

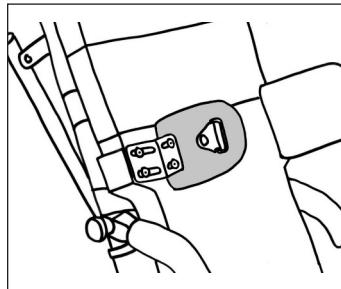
Unscrew the lateral brace and rotate it so that the long side of the brace is flat on the seat back and the short side is perpendicular to the seat as shown. Re-attach the lateral brace **Fig. F** Screw the lateral foam pad back on the inside of the brace, leaving it slightly loose to allow for adjustments, and then tighten. **Fig. G**



E



F



G

## Full Torso Swing-Away Support Vest

An adjustable support vest keeps the user in place comfortable and securely. It helps maintain midline-seating position and prevents forward slumping. The vest is attached to the chair with straps that wrap around the seat back and connect with Velcro®, and shoulder straps that screw into the solid seat back. Adjust side straps for proper fit. **Fig. 76, 77 & 78**

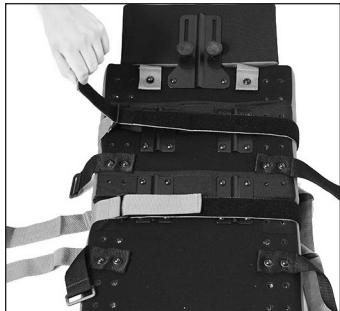


Fig.76

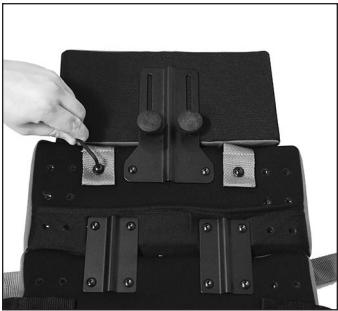


Fig.77



Fig.78

## Contoured Firm Headrest (Headwings)

Adjust the headrest height by slightly loosening the knobs on the seat back, and raising or lowering the headrest. It can also be pivoted by changing the horizontal alignment of the knobs. **Fig. 79**

→ Note: A firm Backrest Extension is recommended when using the Headwings on the EZ Rider and Convertible.

→ Note: All other positioning options and accessories are utilized on the planar seating system the same way as on the standard EZ Rider. See front of User Guide for detailed information.



Fig.79

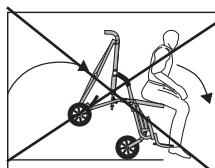
# ***Important Information***

## **Maintenance, Operating & Safety Instructions**

- READ ALL INSTRUCTIONS BEFORE USING THE PRODUCT
- ALWAYS FOLLOW THESE SAFETY INSTRUCTIONS
- SAVE SAFETY INSTRUCTIONS FOR FUTURE REFERENCE

**CAUTION:** • For increased safety, the seat belt should be used at all times.

- Do not leave user unattended.
- Do not strap user too tight.
- Straps should not interfere with breathing or circulation
- Always apply wheel locks before letting go of the chair.
- If front edge of seat is at or forward of the point where tires touch the floor, avoid using front of seat tubes for support during entry or exit from chair to prevent tipping.
- Avoid using footplates for weight support during exit or entry of the chair.



### **1. Waste Disposal**

The shipping carton should be kept for possible return to the manufacturer/service facility for repair or maintenance. Other paper packaging waste should be set aside for recycling. For disposition of replaced parts or the complete chair, the materials should be separated into: plastic, rubber, steel, aluminum, etc., and set aside for recycling.

### **2. Intended Use**

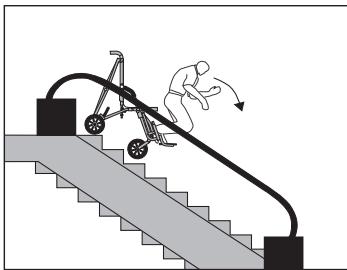
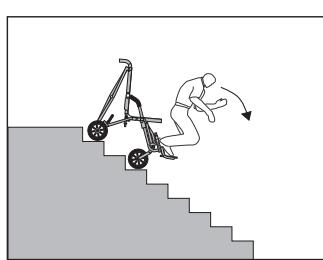
This product is intended for use by a person with physical disabilities who is frequently or permanently non-ambulatory. The chair is always under the control and supervision of an attendant, and the occupant should never be left unattended.

### **3. Suitable Environment**

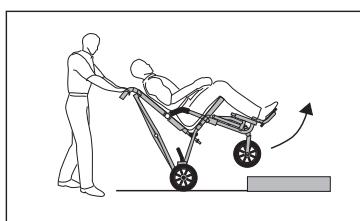
The chair is intended for both indoor and outdoor use. If the chair is used in the rain, the excess water should be wiped off with a soft cloth. If the chair is splashed with mud or corrosive substances like salt water or road salt, the chair should be washed clean with water, wiped dry and a hypoallergenic and biodegradable lubricant reapplied to the moving parts. The chair should never go into seawater, as it will corrode areas that cannot be washed clean. When going from outside to inside, clean any excess dirt or mud from the wheels to prevent soiling of inside environment.

## 4. Safety Instructions

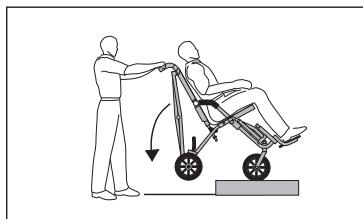
- Follow folding/unfolding instructions.
- Never leave occupied chair unattended.
- Do not attempt to take occupied chair up or down stairs, escalators, steep inclines, or icy or slippery surfaces.



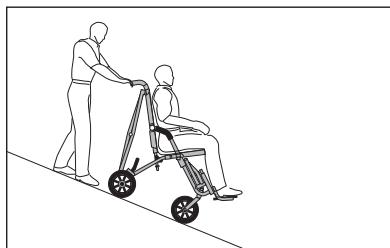
- To avoid tipping, do not overload the chair, or hang heavy items on the handles that might cause tipping.
- Be aware of newly created sharp edges.
- Frequently inspect the adjustments on the frame and the positioning accessories.
- Do not use chair after occupant has outgrown it.
- Do not ignore minor malfunctions and maintain the chair in good operating condition. Monitor the wheel locks (brakes) regularly and adjust as needed.
- When going up a curb or step, face the chair forward and tilt back to lift the front wheels over the curb. Move forward and lift the rear wheels over the curb.
- **If and whenever possible and feasible, the rider should transfer out of the chair and into an approved vehicle seat and passenger restraint system.**  
However, if a transfer is not possible, use only designated chairs in a moving vehicle which contain the Wheelchair Tiedown and Occupant Restraint System (WTORS) following the requirements of SAE J2249. Follow tie-down harness manufacturer's instructions carefully and refer to Convaid's 'Transit Guide' for specifics.



- When going up a curb or step, face forward and tilt the chair back to lift the front wheels over the curb. Move forward and lift the rear wheels over the curb.



- When going down a curb, approach the curb backwards. Lower the rear wheels down the curb and continue backwards, taking the weight off the front wheels so they can be gently lowered.



- When transferring user to or from chair, apply foot wheel locks.
- Maintain control of the chair at all times while going up/down ramp. Avoid steep slopes, particularly with a heavy occupant. If in doubt, do not attempt a descent unless a third party is present to help maintain control of chair.

## 5. Chair Maintenance

The following maintenance procedures should be conducted on a regular basis: Examine your Convaid product visually from time to time for possible wear and tear. Lubricant\* should be applied to frame and moving parts to maintain easy folding and adjustment.

- a) **Tire Air Pressure:** The air pressure in your tires should be checked WEEKLY, since low air pressure may affect brake ability.
- b) **Axles and Moving Parts:** Axles and moving parts should be wiped off WEEKLY with a slightly moist cloth, to remove dust, dirt and mud. Apply some lubricant\* after each cleaning.
- c) **Repair or replace loose, worn, bent, missing or damaged parts before using the chair!**

MAINTENANCE CHART	Weekly	Every 3 months	Every 6 months	As necessary
Rims, tires and tire pressure	●			
Wheel locks and hand brakes	●			
Accessories	●			
Front and rear wheel axles		●		
Cleaning & lubricating all moving parts		●		
Belts, zippers and Velcro closures		●		
Seat-/ back upholstery***/tautness		●		
Armrests & foam			●	
Frame			●	
Contacting a Convaid representative for service or repair***				●

\* Use a non-toxic, hypoallergenic lubricant for all moving parts of the frame

\*\* Follow cleaning instructions for appropriate user hygiene

\*\*\* **NOTE:** Repair or replacement of non-removable, worn or broken parts must be performed by a qualified service facility.

## 6. Cleaning and disinfection

Clean all areas that come in contact with user or caregiver with a disinfectant solution.

To prevent the spread of germs, disinfectant wipes should be used on a regular basis. Keep frame dry and apply a non-toxic, hypoallergenic and biodegradable lubricant to all moving parts. After longer storage periods, and before further use, the entire chair needs to be serviced, cleaned and disinfected. Follow the guidelines of each country and region.

### Cleaning of frame:

Frame is to be kept dry and free of dirt and should be wiped off with a non-toxic, hypoallergenic and biodegradable wipe. Lubricant should be applied to moving parts as needed to maintain easy folding and adjustment.

All contact with salt water should be avoided. If the chair is used in salt-water environments corrosion may occur. In the event of salt-water exposure, the frame should be wiped off with a moist towel as soon as possible. Water and a soft cloth are sufficient; lubricant should be reapplied to all moving parts.

### **Cleaning of wheels and brakes:**

Wheels should be cleaned of dirt or mud after each use so as to not interfere with pushing the chair. The brakes are to be kept free of dirt or mud, so as not to interfere with locking. Wipe wheels and brakes with a moist cloth as needed and readjust brakes if indicated.

### **Cleaning of fabric cover:**

Seat and back upholstery can be easily removed and re-attached to the chair for washing. Use standard detergent to wash fabric. Use the gentle cycle and cold water. Hang dry ONLY, DO NOT place in clothes dryer as this will damage the seat and back upholstery.

Cushioned parts can also be removed from chair for washing or to wipe off with a moist cloth. Before re-attaching them to the chair, make sure they are completely dry.

Parts that are permanently attached may be wiped vigorously with a moist cloth. Allow sufficient time to dry before placing user in chair.

## **7. Storage**

Store your chair in a clean, dry area and avoid extended exposure to moisture. After extended storage periods, and before reuse, the entire chair needs to be serviced, cleaned and disinfected.

## **8. Re-use**

Your Convaid chair should undergo a wipe-down disinfection before re-use. Please use a non-toxic, biodegradable disinfectant solution suitable for surface disinfection.

Please check the following components (see MAINTENANCE CHART) for operation, intactness, and replace if necessary:

- Wheels (tread pattern), air pressure if applicable
- Frame
- Seat- and back upholstery
- Wheel lock operation
- Bearings and axles: check wear and tear/ lubrication
- Straight-running stability of wheels
- Attachments

## **9. Repairs**

**User:** The user can replace easily removable parts or accessories, e.g. footplates and footrest assemblies, heel loops, all fabric items, hand grips, etc. **Manufacturer/Service**

**Facility:** Repair or replacement of permanently attached, worn or broken parts must be performed by a qualified service facility. Any individual part of the chair can be replaced. If the service facility is close, contact the manufacturer/service facility for needed repairs for delivery in person. Alternatively, the chair should be packaged in the original or suitable shipping carton for return to the manufacturer/service facility. Ship via parcel post or by private package delivery services.

## **10. Tools Required**

### **User:**

- 3/8", 7/16", 3/4" or 2 adjustable wrenches with 3/4" capacity Phillips head screwdriver
- Hex key 5/32" (included)

## **11. Spare Parts**

If you need any spare parts for your chair, please visit or call a Service Facility. If the part is not under warranty, you will receive an estimate of the cost and, if necessary, shipping instructions for the return of the chair for repairs.

## **12. Functional Tests**

All four wheels should make contact with the floor. With the chair empty, push it forward on a smooth level surface with enough momentum to travel six feet (2 m). The chair should not veer to the left or right more than six inches (15 cm). Wheels should be free running and the wheel locks (brakes) adjusted to adequately secure the chair. Following the fold/unfold instructions, the chair should fold/unfold smoothly without undue effort. All fasteners should be secure. Fasteners on moving joints should not be over tight. Seat fabric should not be wide-stretched or sagging. Positioning accessories should be correctly adjusted and secure.

## **13. Authorized Service Dealer**



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# **Limited Lifetime Warranty**

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Convaid warrants to the original retail purchaser of the Convaid product, that if any part thereof proves functionally defective in material or workmanship within the specified warranty period, such defective part will be repaired or replaced (at Convaid's discretion) free of charge. Warranty service may be performed by an authorized service center or (at Convaid's discretion) the factory.

## **Warranty Period**

Frame & X-Braces .....	Lifetime of original retail buyer (except on Metros & C2000)
Other components.....	One year
Fabric & webbing.....	One year
Planar seat & back .....	Five years for hardware, 18 months for all other components
Metro Frame & X-Braces.....	Five years
Sensiform cushion .....	Two years

This warranty does not cover normal wear and tear or damage caused by accident or misuse.

To exercise this limited warranty, the user should first obtain a Return Authorization Number from Convaid's customer service. The product must be delivered charges pre-paid (UPS recommended) to the factory or to an authorized service center, together with a copy of the original invoice, the Return Authorization Number and a written description of the problem.

THIS LIMITED WARRANTY EXCLUDES ANY CLAIM FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES. ANY IMPLIED WARRANTY APPLICABLE IS LIMITED IN DURATION TO THE DURATION OF THIS WRITTEN WARRANTY. SOME STATES DO NOT ALLOW THE EXCLUSION OR LIMITATIONS OF INCIDENTAL OR CONSEQUENTIAL DAMAGES OR LIMITATIONS ON HOW LONG AN IMPLIED WARRANTY LASTS. SO THE ABOVE LIMITATIONS OR EXCLUSIONS MAY NOT APPLY TO YOU. THERE ARE NO WARRANTIES WHICH EXTEND BEYOND THE DESCRIPTION ON THE FACE THEREOF.

This warranty gives you specific legal rights and you may have other rights that vary from state to state. Warranty applicable in USA only, may vary in other countries.

**FAST FACTORY SERVICE:** If being without your chair creates a hardship, you may wish to take advantage of our Fast Factory Service, whether under warranty or not.

**WARRANTY REPAIR:** Simply send your chair to Convaid by UPS Next Day Air (prepaid). It will be fixed and shipped out within 48 hours by UPS Next Day Air at our expense.

**NON-WARRANTY REPAIR:** The time to repair and ship back to you will be extended by the length of time it takes us to reach you for approval of estimated repair costs.

The CE Mark Authorized Representative:  
B. S. Partnership, 41 Dan-Y-Coed Road, Cardiff, CF23 6NB, UK

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